



Saxmundham Town Council

**All Members of Saxmundham Town Council are summoned to attend a meeting of the Town Council
Monday 26th September 2022, 7.00pm, Market Hall Saxmundham**

AGENDA

Open Forum: Members of the public may give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman. They may speak for up to 3 mins and the session will last no longer than 15 minutes. Members of the public may not take part in the Council meeting itself.

- 1. Apologies and Approvals of Absence:** To receive apologies for absence.
- 2. Members Declarations of Interests and Consideration of Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests and consideration of any requests for dispensation. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
- 3. Minutes of the Previous Meeting:** To resolve that the draft minutes of the Saxmundham Town Council meetings held on the 3rd July 2022 and 8th August 2022 are true and correct records.
- 4. Minutes of the Previous Committee Meetings:**
 - a) To receive the approved minutes of the Resources & Governance Committee held 25th July and 4th August
 - b) To note the draft minutes of the Resources & Governance Committee held 30th August
 - c) To receive the approved minutes of the Planning & Development Committee held 20th July
 - d) To note the draft minutes of the Planning & Development Committee held 11th August
 - e) To note the draft minutes of the Amenities and Service Committee held 9th August
 - f) To receive the approved minutes of the Communications and Events Committee held 1st August
 - g) To note the draft minutes of the Market Hall Management Committee held 13th July
- 5. County Councillors Report:** To receive a report from County Councillor Richard Smith MVO.
- 6. District Councillors Report:** To receive a report from District Councillor John Fisher and note the report from District Council Leader S. Gallant.
- 7. Chairs Report:** To receive a report from the Town Council Chair, Di Eastman.
- 8. Responsible Finance Officer**
To approve the appointment of Sharon Smith as the new Responsible Finance Officer.
- 9. Financial Matters:**
 - a) To note and ratify the payments and receipts for August 2022 for the Town Council and Market Hall.
 - b) To note the bank balances as of 31st August 2022 for the Town Council and Market Hall and Gannon Trust.
 - c) To ratify the allocation of the £10k CIL to the Gannon Rooms for the boiler replacement, in line with the resolution made in February meeting, minute 144/21TC Purpose 4.
- 10. Budget Review**
 - a. To receive a proposal from the Resources & Governance committee to reforecast the current year budget.
 - b. To agree a meeting to discuss and update the plans for the next three years as a precursor to the budget.
- 11. Memorial Field**
To receive an update from Cllr. Lock regarding the progress with the Memorial Field.
- 12. Policies**
 - a) To adopt the Complaints procedure, as recommended by the Resources & Governance committee
 - b) To adopt the Vexatious Contacts procedure as recommended by the Resources & Governance committee



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- 13. To consider a motion to exclude the public under the Public Bodies (admission to meetings) Act 1960 on the grounds that publicity would be prejudicial to public interest by reasons of the confidential nature of the appointments of staff being transacted.**

K. Forster Interim Clerk

21/9/2022